





MEMORANDUM

TO: Kent Blumenthal, Chief Executive Officer/Executive Director

THRU: Jim Conroy, Chief Operating Officer 

FROM: Karen Rans, Club Liaison

DATE: February 16, 2016 

RE: Request for a new GVR Hunting & Fishing Club

I received a formal request for a proposed new club, GVR Hunting & Fishing Club. The club states in their application that the purpose of the club shall be to have monthly meeting for GVR members to learn more about hunting and fishing opportunities in Arizona and Mexico.

We verified that the members listed on their application are current GVR members and updated the list with the correct GVR numbers, addresses and phone numbers. I observed that six persons listed were not a current GVR member or past tenant and asked them to remove this name from their roster.

I ask that Kent review their request and place it on the next available Board Affair Committee meeting for consideration.



Green Valley Recreation, Inc.

Application for GVR Club Status

Please complete the following application and enclosures in their entirety. Incomplete applications will not be accepted.

1. Proposed name of your club: The GVR Hunting and Fishing Club
2. You must have a **minimum of thirty-five (35) GVR members** to apply for "Club Status."
Does your group have thirty-five (35) or more interested GVR members? YES NO

3. Is the mission or purpose of your group consistent with GVR's mission: "To provide recreational and social opportunities to enhance the quality of our members' lives." Please explain below:

Club members will meet at least monthly to learn more about hunting and fishing opportunities in Arizona and Mexico and will have an opportunity to participate in field trips to local areas. At least one "potluck wild game dinner" will be held.

4. Why is your group seeking GVR "Club Status?" Circle all that apply:

Reservation Preference

Insurance

GVR support

Need of dues

Tax purposes

Facility space issues

High interest in activity

Storage

Better operation of group

Other _____

5. How will this club benefit GVR and the membership?

Addition of a GVR Club will strengthen the club system by broadening GVR opportunities. Membership will have an opportunity to access much information pertaining to hunting, fishing and wildlife conservation in general in one venue.

6. In the space below, please describe, in detail, the purpose, plan and charge of your group.

Purpose is to provide members an opportunity to learn about hunting and fishing opportunities by attending monthly meetings or participating in field trips to areas in SE Arizona to learn more about wildlife conservation in general.

7. Does your group understand that facility reservations are not guaranteed and your meeting space may vary from year to year? YES NO

8. What type of facility will you be requesting? (Note: Your group must be able to maintain 50% of the assigned facility space at all times)

Art Room

Dedicated space (such as the hobby shops)

Large meeting room

Small meeting room

monthly

Auditorium

Swimming pool

Outdoor facilities

Stage

once

Dance floor

Other

Kitchen facility

9. What days of the week will your group request to meet? (Note: You are only permitted two regularly scheduled activities each week)

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

10. What time of day will your group request to meet?

AM

PM

BOTH

11. Your group must be self-supporting in movable equipment, supplies, repairs and instructors through your own dues structure. Specialized equipment to meet the desires of a club shall not be financially supported by GVR dues or income. GVR *does* supply basic services such as facilities, utilities, custodial/maintenance support, fixtures, tables, chairs and initial equipment basic to the activity. Is your group willing to be self-supporting? YES NO

12. Does your group agree to leave all meeting rooms, kitchens, outdoor facilities, etc. in the condition you found them in? YES NO

13. Will your group need any regular set-up or staff services? YES NO

14. GVR clubs are open to all members of GVR and members shall not be refused admission to any GVR Club. Is your group willing to include interested new members? YES NO

15. In the space below, please describe, in detail, any special qualifications or skills needed for your activity. *none required other than the ability to breathe*

16. Is your group willing to provide orientation, instruction and training for new members if necessary?

YES NO

17. Does your group understand GVR's guest policy as stated in the GVR Bylaws? YES NO

18. Is your group willing to maintain an effective monitoring system to verify that all members attending your meetings/activities are all GVR members and eligible guests? YES NO
Please explain.

Will use a ^{club} sign in sheet at all activities as well as the GVR sign in sheet.

19. Is your group willing to maintain monthly attendance records and report such to GVR? YES NO Please explain: _____

20. Are the members of your group willing to abide by GVR Policies and Procedures, GVR Bylaws, and the Code of Conduct? YES NO

21. Is your group willing to have at least one membership meeting a year to elect new officers, review club bylaws and report this information to GVR on an annual basis? YES NO

22. Is your group willing to preserve club records for a minimum of 3 years? YES NO

23. Is your group willing to furnish necessary insurance on any equipment not owned by GVR brought onto GVR premises; e.g., musical instruments, tape players, computers, radios, etc. YES NO Not applicable.

24. Is your group willing to submit a yearly financial statement, account balances, income, and make proper reporting to the IRS? YES NO

25. Is your group willing to submit an updated membership roster, equipment inventory list, and other requested items to GVR annually? YES NO

Name, address and telephone number of your group's contact person:

Name: Richard Toltzmann

Address: 1010 N. Placita Yeas, Green Valley, AZ 85614

Phone: 520-904-8673

GVR CLUB OFFICERS' INFORMATION

This form must be completed in its entirety.

CLUB NAME GVR Hunting & Fishing Club

	GVR #	NAME	ADDRESS (Include Zip code)	PHONE NUMBER & E-MAIL ADDRESS
President	166081	Richard Toltzmann	1010 N. Placita Yoads Green Valley, 85614	520-904-8673 rtoltzmann
Vice President	226108	Robert Visscher	1531 W. Placita Travis, Green Valley, 85614	520-207-2409 visscher@men.net
Secretary	221750	Roger Lynch	5029 S. Paseo Trunco, Green Valley, 85614	520-203-7870 epofboat@gmail.com
Treasurer	079485	Dan Rundstrom	1020 N. Placita Yoads Green Valley, 85614	206-769-6847 danrundy@yahoo.com
Other				

1. Who is the GVR Facility Reservation Contact?
(This person is responsible for reserving the facility and signing the GVR contract)

Richard Toltzmann
Name
520-904-8673
Telephone number

2. Is there an Alternate Facility Reservation Contact?

Roger Lynch
Name
520-203-7870
Telephone number

3. What are your Annual Dues?

\$ To be determined upon approval

Note: After you hold your Annual Club Meeting, or if a change of Directors takes place anytime during the year, please advise GVR Club Administrator Karen Rans immediately with the new officer's names. Please call her at 625-3440, x7216 or send her an e-mail at karen@gvrec.org. Thank you.

(Please see the other side for additional information)

GVR's website has hosted an Informational Page for each of the clubs for several years. In an effort to provide the most accurate information on the web and to respect the privacy of our members, please complete the following by signing and dating it. Thank you for your assistance.

Please list the names of the contacts for the Club on GVR's Information Page as follows:

Main Contact Name: Richard Teltzmann

Secondary Contact Name: Robert Visscher

Is there additional information that you would like to have posted on the Club Information page? If so, please write your information in the space provided.

The primary purpose of the club shall be to provide an opportunity for any GVR member living within the GVR boundaries to meet socially to learn more about Fishing and hunting opportunities in Arizona and Mexico and to share their hunting, Fishing and shooting experiences.

Do you want the telephone number of the **Main Contact** to be listed on the web?

Yes, you can list the telephone number of the **Main Contact** as: 520-904-8673

No, I would prefer that you **do not** list the telephone number of the **Main Contact**.

Do you want the telephone number of the **Secondary Contact** to be listed on the web?

Yes, you can list the telephone number of the **Secondary Contact** as: _____

No, I would prefer that you **do not** list the telephone number of the **Secondary Contact**.

By signing this document I am giving my permission to GVR to post the information on their website as indicated above.

Main Contact Signature: R T Date: 1/30/16

Secondary Contact Signature: _____ Date: _____

Annual Agreement to Retain GVR "Club Status"

The Mission Statement of GVR: "To provide recreational, social and leisure education opportunities that enhance the quality of our members' lives."

We, The GVR Hunting + Fishing Club understand that for our group to retain our "Club Status," liability insurance coverage, essential storage, custodial and maintenance services, basic utilities, and to receive priority reservations over all other GVR groups and staff, we agree to sign and submit this Annual Club Agreement, which outlines our Club's responsibilities to GVR in order to receive the above listed benefits from GVR in return.

We, the GVR Hunting + Fishing Club verify that all members of our Club are members of GVR. We understand Club membership shall be open to all members of GVR who shall be entitled to participate in any meeting or activity. We have maintained and will be able to maintain at least twenty-five (25) active members in our Club to retain our "Club Status." We understand if we fall below the minimum of twenty-five (25) active members we will need to increase our membership or we will jeopardize our "Club Status." We understand if it is determined that there is a fifty-percent (50%) or more cross-over in membership in two or more clubs; we will be consolidated into another group at GVR's discretion. The room capacity may limit participation of club activities. Where advanced skills or special qualifications might limit membership in certain clubs, we will offer training, orientation, or instruction for new members. We will not affiliate with any national, state, or regional organization that requires GVR members to join its external organization. We may grant guest privileges at our own discretion, as long as they are eligible guests in accordance with GVR Policies. We will not grant honorary membership, or the equivalent, to a non-GVR member. We will not allow guests to regularly participate in our club activities. We agree to execute an effective monitoring system to ensure that only GVR members and eligible guests are in attendance at our meetings and activities of the club.

It shall be the responsibility of our Club to furnish necessary insurance on any equipment not owned by GVR and brought onto GVR premises; e.g., musical instruments, tape players, computers, radios, etc. We have and will continue to operate under a nonprofit status consistent with IRS tax Code 501(c) 4. We have secured an IRS Employer Identification Number (EIN) and have provided the number to GVR. We understand that we are responsible for any local, state, or federal taxes incurred because of our activities. We have maintained and will maintain a simple bookkeeping system recording all income, sources of income, and expenditures. Receipts for expenditures are to be kept for a period of no less than seven (7) years in the event of an audit. We agree to file a simple financial statement indicating cash on hand and a plan for its future expenditure.

We have utilized and will utilize at least fifty percent (50%) of our assigned space at all times. We understand GVR has the option of reassigning our Club to another facility, combining the Club with another of similar interest, or releasing the Club from "Club Status" if deemed appropriate. We are self-supporting in movable equipment and operating supplies unique to the club and we are responsible for repair and replacement of such equipment at the club's expense. The Club understands that all equipment belongs to GVR, whether it is the original equipment, replacement of original equipment, or additional equipment subsequently purchased by the club. Equipment includes machines, computers, furniture, machine tools, building fixtures, building improvements, carpeting, and kilns. The Club understands it does not have the authority to lend or borrow any equipment or supplies that are classified as GVR property. We understand specialized equipment, to meet the needs or desires of a Club, will not be financially supported by GVR dues or other income.

We will obtain GVR approval before the installation of any equipment or any rearrangement that may affect floors, walls, air conditioning, electrical equipment, or additional consumption of gas and electricity. Outside costs incurred for installation or relocation of equipment will be charged to the Club. The Club understands GVR will provide essential storage for GVR Clubs at no cost, on a space-available only basis. We further understand we may store only those items, which are critical to our ongoing needs. Storage of perishable foods, liquor, and highly flammable material is prohibited. We understand GVR does not assume custody of any property in storage and is not responsible for any loss or damage thereto.

The Club understands and agrees that facilities will not be guaranteed each year and are based on space availability. A "tentative" copy of your regularly scheduled reservations will be given to you the day of the Annual Club Workshop for your review. A signed copy must be returned to the reservations coordinator within two (2) weeks. We agree to designate only one (1) Club contact person to schedule Club reservations. The Club understands that reservations by unauthorized Club members will be denied.

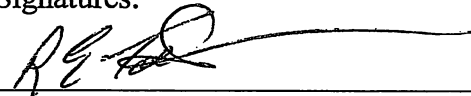
The Club agrees each year to submit a completed membership roster (including the names, addresses, and membership numbers of current and new members), a financial statement of the previous year, an officers list, a copy of IRS E-postcard/990 EZ form, and an equipment/storage inventory list. We have maintained and will maintain a continuity of records and shall preserve all correspondence and minutes for a period of no less than four years.

We understand the sale of intoxicating beverages is not permitted on GVR premises without a state issued liquor permit; however, we are permitted to bring our own beverages upon approval by GVR Administration.

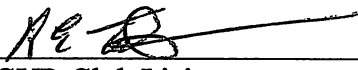
The Club understands that we risk revocation of our "Club Status" should we knowingly violate GVR Rules and Regulations governing the operations of Clubs and/or facility use regulations as set forth by GVR. A complete copy of the GVR Corporate Policy Manual is available on the GVR web site.

The Club has read and understands this Agreement to retain our "Club Status."

Signatures:



Club President 1/31/16
Date



GVR Club Liaison 1/31/16
Date

GVR Hunting + Fishing Club

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Sheet1

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1	Toltzmann, Richard	1010 N. Placita Yoas	904-8673	rtoltzmann@cox.net	166081	
2	Engel, Larry	4919 S. View Ridge Lane	488-6852	lgengel@gmail.com	77546	
3	Rundstrom, Dan	1020 N. Placita Yoas	206-769-6847	danrundy@yahoo.com	79485	148548
4	Gordon, Dan	591 W. Crenshaw Lane	982-7835	dggreenvalley@aol.com	78234	
5	Mcfarlane, Tom	882 W. Union Bell Drive	490-0175	tmacfarlane@cox.net	8291	
6	Larson, Curt	240 W. Paseo del Chino	548-0659	casaterra@cox.net	79892	079894
* 7	Butcher, Lorne	5901 W. Painted Canyon Drive	208-5757	butcher@myrmts.net	T228238	expires 3/3/11
7	Gates, Gene	971 W. Belltower Drive	648-0236	marylou1936@playstation.com	86012	
* 8	Dohm, Jim	360 N. Calle del Brujo	715-520-3153	jimdohm@yahoo.com		past tenant
8	Cameron, Tim	873 N. Delacroix Drive	907-953-1950	timcameron19501@gmail.com	216219	
* 9	Finkes, Douglas	241 W. Calle Melendrez		nickmoser@yahoo.com		Acct Frozen
9	Moser, Curtis	1011 N. Cabeza Elephante	(419) 222-2222 672-8180			165844
* 10	Kuhn, Bill		509-220-5900	sandgravelml@yahoo.com		not GVR mem!
10	Bryan, Howard	3993 S. Golden Lynx Rd.	716-499-9838	HOWARDMBRYAN@yahoo.com	185292	
11	Knox, Tom	705 LOS OPALOS 955 S. Camino del Monte	907-301-6974	tknox@gci.net	129922	
12	Bazzano, Pat	4564S. Moon River Place	404-1781	PATBUZZ39@gmail.com	78115	
13	Corwin, Ray	491 W. Pecan Valley Drive	269-6170	rsalcorwin@gmail	157464	
14	Schultz, Ted	1101 W. Tenniel Drive	630-244-3402	tedschultz45@gmail.com	160269	
* 15	Swanson, Martin			martswanioi@hotmail.com		past tenant
15	Dirkes, Gene	333 S. Placita Hermosura	520-203-1992	azsundance@cox.net	205849	
16	Herbst, David	1646 W. Calle del Ducado	3964630	davidherbst@cox.net	162866	152866
17	Dragness, John	291A S. Paseo Cerro	253-709-5542	johndragness@gmail.com	207991	
18	Baker, Ken	1231 W. Camino Velasquez	575-973-5663	kenbecky7121@gmail.com	205597	
19	Erickson, Ron	510 W. Quail Drive	248-515-4624	rerickson@hughes.net	223190	
20	Haegle, Robert	230 W. Calle de las Profetas	515-710-1814	rghmoo@live.com	195459	
21	Hughes, Larry	6175 Placita Prosperidad	408-828-6122	larry121347@yahoo.com	157905	
* 22	Brown, Bob	1341 W. Placita de la Cotonia	435-790-9728	bigelk47@gmail.com	174581	Acct Frozen
22	Jeff Nelson	1504 W. Vuelta Salvatierra	608-219-6058	jeppy1119@yahoo.com	223449	

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Sheet1

23	Brown, Donald	76 N. Kokomo Drive	405-6088	pbrown98@cox.net	79453
24	Cavell, Dick	8111 N. Calle Artstica	625-9302	iomox@frontier.com	194166
25	Keenan, Patrick	654 Calle de las Pelotia	763-227-0666	Ngutupk@msn.com	210345
26	Swan, Bob	2343 S. Cliff Drive	712-837-4381	swanbl@ruthvewtel.com	189759
move * 26	Schultz, Ted	1101 W. Tenniel Drive	630-244-3402	tedschultz45@gmail.com	160269
27	Koepp, Erv	247 N. Crescent Bell Drive	262-355-5439	marilynkoep@g-mail.com	199399
28	Kirchoff, Tom	1869 W. Via del Recodo	605-390-0333	tgkirchoff@gmail.com	226356
29	Hickey, Mike	343 E. Las Milpas	448-1690	mjhickey53@gmail.com	215133
30	Atherton, Michael	913 S. Placita Gaurina	250-8268	atherton42@yahoo.com	222853
31	Stevenson, Walter	276D Paseo Sarta	608-695-3138	wrs@plantpath.wisc.edu	218109
32	Visscher, Bob	1531 W. Placita Travis	406-220-1873	visscher@mcn.net	226108
33	Carnie, Jack	1143 W. Calle de Emelia	625-5351	carnie@netzero.net	114571
34	Winkler, Russell	65 N. Olmos	541-279-9895	russelwinkler@yahoo.com	178657
35	Mc Duffee, Bob	964 W. Tenniel Drive	241-3060	rlmcduffee@cox.net	195101
36	Lynch, Roger	5029 S. Paseo Tronco	717-873-3026	cpofboat@gmail.com	221750
37	Bruno, Ed	1048 W. Camino Asturias	401-218-9645	none	181498

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BYLAWS
for the
GVR HUNTING AND FISHING CLUB

ARTICLE I - Name

The official name of the organization shall be the GVR Hunting and Fishing Club, hereinafter known as the Club.

ARTICLE II - Purpose

The primary purpose of the Club shall be to provide an opportunity for any GVR member living within the GVR boundaries to meet socially to learn more about fishing and hunting opportunities in Arizona and to share their hunting, fishing and shooting experiences.

All activities conducted by the Club and its members shall be in accordance with the GVR Bylaws, Corporate Policy Manual and GVR Code of Conduct.

ARTICLE III - Membership

A. All members holding GVR membership or tenant cards in good standing with GVR are entitled to join and participate in any meeting or activity, until the maximum capacity of a facility being used is reached. Membership shall not be denied to GVR members in good standing.

B. Any member who has not paid dues, fees or assessments to GVR or the Club as of the time such payment becomes delinquent shall be removed from the Club's roster.

C. For the safety of users and the protection of GVR property, proficiency training or demonstration of proficiency may be required by the Club membership.

D. The Club shall not grant honorary membership or the equivalent to anyone NOT a GVR member.

E. Guest policies and guest cards are privileges extended to GVR members to use all GVR facilities subject to the current rules and regulations put forth through Board policy and as defined in the GVR Bylaws.

F. A GVR member may attend a Club activity one time prior to joining the Club.

G. All members and guests shall abide by the published GVR Rules and Regulations and the member Code of Conduct. Violations will jeopardize the privileges of the

offending individual through removal from the Club's membership roster and/or possible GVR suspension procedures.

ARTICLE IV - Board of Directors

A. The governing body shall consist of five Directors who are elected by the current members. The Board shall: enforce the Club's Rules and Regulations, the Club's Bylaws, GVR Bylaws, the GVR Corporate Policy Manual and GVR Club Rules and Regulations; handle the general supervision of the affairs of the Club between Annual meetings; fix the hour and place of the Annual meeting and make recommendations to the membership and perform other duties as desired by the Club.

B. The Officers of the Club shall consist of a President, Vice President, Secretary and Treasurer and shall be elected by a majority vote of the members in attendance at the Annual Meeting. The Officers shall perform duties as prescribed by these Bylaws and by the parliamentary authority adopted by this Club. The Secretary and Treasurer may or may not also be Directors.

C. The interim Directors and Officers of the Club shall be determined in any manner necessary to establish the Club and shall serve until the first Annual Meeting. Thereafter the term of each Director shall be for no more than three years starting at the close of the Annual meeting at which they were elected. The first Board of Directors to be elected shall be composed of two members serving a one year term, two members serving a two year term and one member serving a three year term, each term being in addition to the partial term from date of organization to the first Annual meeting. When terms of different length are to be filled, these receiving the highest number of votes shall be elected to the longer terms. No Director shall serve more than two consecutive terms. All elections shall take place at the Annual Meeting and shall be by closed ballot. Nominations for election to the Board of Directors may be made by any member in attendance at the Annual meeting.

D. Responsibilities of Officers:

President- The President shall preside at all meetings of the Club and shall carry out all orders and resolutions of the Club. The President shall be the executor of all Club funds and may approve all individual expenditures up to \$100.00. Expenditures over and above this amount must be approved by a quorum of the Board of Directors. (See last paragraph in this section for Board quorum).

Vice President- In the absence of the President, the Vice President shall perform all duties of the President and when so acting shall have all powers of the President.

Secretary- Prepares minutes of the Annual Meeting. Must retain routine correspondence and other administrative records for three years prior to the current year. Certain permanent records such as membership lists, year end financial statement, Employer Identification Number, tax exemption, etc. shall be retained for the life of the Club. The President shall sign all formal written communications.

Treasurer- Makes all authorized disbursements, records and deposits in the bank accounts all monies of the Club, prepares a current financial report for the Annual Meeting, prepares a fiscal year end financial report on an annual basis and has books, records and papers available upon request of any member.

E. A quorum for transaction of business at a Board meeting shall be three (3) directors.

ARTICLE V - Committees

A. The President, with the approval of the Club's Board of Directors shall appoint any Committee deemed necessary.

ARTICLE VI - Membership Meetings

A. The Club's Annual Meeting shall be during the month of January of each fiscal year.

B. Notice of the Annual Meeting shall be made by mail at least fourteen days in advance of the meeting and shall set forth, specifically, the nature of the business to be transacted.

C. A quorum for transaction of business at the Annual Meeting shall be one-tenth or 10% of the entire membership in good standing.

D. Robert's Rules of Order shall govern the Club in all cases in which they are applicable and in which they are not inconsistent with the Club's Bylaws or any special rules of order the Club may adopt.

ARTICLE VII - Dues and Fiscal Period

A. The fiscal year shall be February 1 through January 31. The Club shall prepare a year end financial statement within 30 days following close of the fiscal year. Such statement shall be available to all members at any reasonable time.

B. The Board of Directors shall recommend an annual budget with final approval from the general membership at the Annual Meeting.

C. Dues for charter members shall be due within 30 days of establishment of the club. Hereafter, dues for renewing members shall be due on February 1. Dues for new members joining after the beginning of the fiscal year shall be due when they attend their first meeting. Non-payment of dues shall result in removal of the member's name from the Club's membership roster.

ARTICLE VIII - Vacancies

The Vice President shall perform the duties and exercise the powers of the President

during absence or disability. If any other vacancy should occur, the remainder of the term shall be filled by appointment by the President with approval from the Board of Directors.

ARTICLE IX - Amendments

The Board of Directors of the Club may make amendments to these Bylaws with a majority affirmative vote of the membership. The Club must submit any amendments proposed to GVR staff for approval, prior to adoption.

ARTICLE X - Monitoring

An effective monitoring system shall be maintained by Club Officers to ensure that only club members and eligible guests are in attendance at meetings and activities of the Club. All participants shall register on a log sheet provided by GVR each time they attend any meeting, program or activity. Monitors at GVR serve as host/hostess to members, guests and visitors. As such they are empowered to enforce all Club and all GVR rules and regulations.

ARTICLE XI - Dissolution

Upon dissolution of the Club all assets, after all bills are paid, shall be transferred to GVR.

ARTICLE XII - Bylaws

A copy of these approved Bylaws shall be available to the general membership at the Annual Meeting. All elected Officers and Committee Chairpersons shall be furnished with a copy of the GVR Bylaws and the current approved Club Bylaws after each election.

Approving signatures.

Green Valley Recreation

Date

GVR Hunting and Fishing Club

Date